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Contract Section  
Report for week ended 20 May 1953

Executed Cases

<u>Procurement Officer</u>	<u>Contract Documents</u>	<u>Actual Cost</u>	<u>Other Documents</u>
[REDACTED]	-	\$ -	-
	1	29,973	1
	7	19,931	1
	1	17,800	-
	-	-	-
	-	-	-
	2	27,461	-
	3	-	3
	<u>14</u>	<u>\$ 95,165</u>	<u>5</u>

Business Pending End of Period  
Status by individual Procurement Officer of Contract documents pending

<u>Status Code</u>					<u>Total</u>	<u>No add'l action by Proc. Officers</u>			<u>Total</u>	<u>Grand Total</u>	<u>Est Value</u>	<u>Other Doc'mts</u>
<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>		<u>F-1</u>	<u>F-2</u>	<u>F-3</u>				
3	7	3	-	1	14	-	-	-	-	14	\$ 177,155	13
-	2	-	6	-	8	4	4	-	8	16	121,111	5
1	3	15	2	-	21	4	8	4	16	37	247,576	4
-	12	3	1	-	16	2	3	-	5	21	307,108	5
1	1	4	-	4	10	3	-	-	3	13	1,503,628	-
19	-	-	-	-	19	-	6	1	7	26	520,332	3
6	1	-	4	1	12	1	2	-	3	15	385,646	-
-	4	3	2	2	11	6	5	1	12	23	795,490	1
-	7	-	-	1	8	-	-	2	2	10	-	14
<u>30</u>	<u>37</u>	<u>28</u>	<u>15</u>	<u>9</u>	<u>119</u>	<u>20</u>	<u>28</u>	<u>8</u>	<u>56</u>	<u>175</u>	<u>\$ 4,058,046</u>	<u>45</u>

A. No Action	30	
B. Pending receipt of more detailed information	37	
C. Pending bid opening and awards	28	
D. Negotiations Underway	15	
E. Pending drafting of contractual documents	9	119
F. No further action required by Proc. Officers		
1. Pending typing and mailing to Contractor	20	
2. Pending signature of Contractor	28	
3. Pending final clearance and signature by Con Off.	8	56
		<u>175</u>

Note: 32 actual requisitions and 47 memos and letters were received during the week which will require contract or other action by the Contract Procurement Officers. Since in many cases two or more of these documents will be consolidated into one action, these figures do not mean that 79 separate actions will be required. The figures above of contract action requests received, completed, or pending are on this consolidated basis. The consolidations, cancellations and transfers resulted in net new contract actions of 40.

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**PURCHASE SECTION REPORT**  
**For Week Ended 20 May 1953**

**Requisitions**

Balance pending end of previous week	262
Received during week	<u>232</u>
	494
Completed during week	<u>235</u>
Balance pending end of week	<u>259</u>

<b><u>Purchase Orders Issued</u></b>	233	\$51,106.31
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**Backlog of Typing**

Purchase Orders	78
Correspondence	5
Invitations to Bid	17
Bills of Lading	<u>0</u>
Total	100

**Status of Pending Requisitions\*****A. Without Action**

Held less than 15 days	97	\$45,709.50
Held more than 15 days	<u>0</u>	<u>-0-</u>
Total	<u>97</u>	<u>\$45,709.50</u>

**B. With Action****Pending Information from Requisitioning Office**

Held less than 30 days	13	\$3,410.70
Held more than 30 days	<u>1</u>	<u>150.00</u>
Total	14	\$3,560.70

**Pending receipt or Opening of Bids**

Held less than 30 days	77	\$21,655.00
Held more than 30 days	<u>0</u>	<u>-0-</u>
Total	77	\$21,655.00

**Pending Clearance from GPO and/or GSA**

Held less than 30 days	5	\$1,250.00
Held more than 30 days	<u>0</u>	<u>-0-</u>
Total	5	\$1,250.00

**Pending Completion of Service and/or Billing**

Held less than 30 days	66	\$1,375.20
Held more than 30 days	<u>0</u>	<u>-0-</u>
Total	66	\$1,375.20

<b><u>Total With Action</u></b>	<u>162</u>	<u>\$27,840.90</u>
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<b>C. <u>Total Pending Requisitions</u></b>	<u>259</u>	<u>\$73,550.40</u>
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**D. Total Hours of Overtime during the Past Week: 24**

\*Details for each Purchasing Agent are in Purchase Section.

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